



VALLEJO SANITATION AND FLOOD CONTROL DISTRICT
DEPARTMENT OF FINANCE
450 RYDER STREET
VALLEJO, CALIFORNIA 94590
(707) 644-8976

Loc ID: _____

Rec By: _____

Date Rec: _____

UTILITY BILLING
ALTERNATE BILLING AGENT AGREEMENT

Conditions of Agreement

The Vallejo Sanitation and Flood Control District, hereinafter referred to as the District, bills its customers for service charges in accordance with Sanitary Sewer and Upper Lateral Fee Ordinance Number 20XX-64A and Storm Drainage User Fee Ordinance Number 20XX-64B. A Customer shall mean the Record Owner of a parcel served by one or more sewer connections. The Record Owner is, and shall be, primarily liable for all charges for sewer service to the parcel.

By definition, billing for service charges shall always be to the Record Owner of the property. However, the District recognizes that in certain limited circumstances pertaining to commercial and residential rental properties managed by agents, i.e., property managers, it is beneficial to direct the bill to the agent rather than to the Customer. In these situations, an Alternate Billing Agent Agreement may be used.

An Alternate Billing Agent Agreement is a written agreement between the Customer and the District in which the Customer authorizes the District to direct the bill for sewer service to an agent, i.e., property manager. The Customer is and shall remain liable for all charges for sewer service to the parcel.

Parties to Alternate Billing Agent Agreement

This Alternate Billing Agent Agreement dated _____, 20____ is by and between

Customer:

Name: _____

Account Number: _____

Authorized Representative: _____

(Name Printed)

(Signature)

and,

Alternate Billing Agent:

Property Manager Name: _____

Address: _____

City, State, Zip Code: _____ - _____

Telephone Number: () _____

Authorized Representative: _____

(Name Printed)

(Signature)

and, the Vallejo Sanitation and Flood Control District. The Customer understands and accepts full responsibility for all sewer service charges accrued to the parcel, and that the District will lien the parcel for any and all unpaid sewer service charges plus delinquency fees.

Distribution: Completed copy to Customer and Alternate Billing Agent

Date Sent: _____